



**REGIONAL CENTRE FOR URBAN & ENVIRONMENTAL STUDIES, LUCKNOW**  
(ESTD. BY MINISTRY OF HOUSING AND URBAN AFFAIRS, GOVERNMENT OF INDIA)

**ADMINISTRATIVE EFFICIENCY, FINANCIAL PLANNING AND MANAGEMENT (Capsule-3)**  
**Under ATAL MISSION FOR REJUVENATION & URBAN TRANSFORMATION (AMRUT)**

**22<sup>nd</sup> - 24<sup>th</sup> OCTOBER, 2018**  
**PROGRAMME SCHEDULE**

Time (In hrs)	Session
<b>Day – 1 (22/10/2018)</b>	
10:00– 10:30	<b>Registration &amp; Inauguration</b>
10:30– 11:30	<b>Enhancing Administrative Efficiency through Reforms Implementation under AMRUT</b> (Dr. Alka Singh, Deputy Director, RCUES, Lucknow)
11:30-12:30	<b>Sources of Revenue in ULBs and strategies for Revenue Enhancement</b> (Mr. Ajit Mishra, Assistant Director, RCUES, Lucknow)
12:30– 01:30	<b>E-governance and its Application in ULBs.</b> (Dr. Nasuruddin, Assistant Director, RCUES, Lucknow )
01:30– 02:15	<b>LUNCH BREAK</b>
02:15–03:15	<b>Good Urban Governance Strategies: Experience Sharing</b> (Mr. Ajit Mishra, Assistant Director, RCUES, Lucknow)
03:15–04:15	<b>Preparation of MIS for Effective Monitoring of Projects</b> (Mr. Satya Prakash, IT Expert, PDMC, Uttar Pradesh)
04:15– 05:15	<b>Use of Software &amp; Computer Applications for Enhancing Administrative Efficiency in ULBs</b> (Mr. Satya Prakash, IT Expert, PDMC, Uttar Pradesh)
<b>Day – 2 (23/10/2018)</b>	
10:30–11:30	<b>Application of IT for Enhancing Service Delivery in ULBs</b> (Mr. Prem Prakash Mishra, IT & ME Specialist, Nagar Nigam Lucknow)
11:30–12:30	<b>Project Management System under AMRUT: Hands on Training of online Data Updation on E-nagarsewa, mAMRUT App. &amp; Online AMRUT Portal</b> (Mr. Prem Prakash Mishra, IT & ME Specialist, Nagar Nigam Lucknow)
12:30 –01:30	<b>Participatory Urban Planning Process: Effective Planning Tools &amp; Local Area Plan</b> (Mr. Ashish Kumar Chauhan, Urban Planner, RCUES Lucknow)
01:30–02:15	<b>LUNCH BREAK</b>
02:15–03:15	<b>RTI and its Legal Compliances</b> (Mr. Prabhakar Jauhari, Deputy Director, Uttar Pradesh State Archives Department)
03:15–04:15	<b>Code of Conduct &amp; Disciplinary Rules</b> (Mr. Prabhakar Jauhari, Deputy Director, Uttar Pradesh State Archives Department)
04:15–05:15	<b>Record Keeping &amp; Management</b> (Mr. Prabhakar Jauhari, Deputy Director, Uttar Pradesh State Archives Department)
<b>Day – 3 (24/10/2018)</b>	
10:30-11:30	<b>Budgeting: Process, Issues &amp; Strategies</b> (Ms. Richa Agrawal, Chartered Accountant)
11:30 –12:30	<b>Expenditure Management in Urban Local Bodies</b> (Ms. Richa Agrawal, Chartered Accountant)
12:30 –01:30	<b>Asset/liability Management in Urban Local Bodies</b> (Ms. Richa Agrawal, Chartered Accountant)
01:30– 02:15	<b>LUNCH BREAK</b>
02:15 –03:15	<b>Community Participation &amp; Citizen Engagement Strategies</b> (Mr. Aditya Vidyasagar, Advisor-Urban Institutions to the Principal Secretary - Urban Development, GoUP)
03:15 –04:15	<b>E-Tendering &amp; its Procedures</b> (Mr. Sanjay Srivastava, Technical Director, NIC, State Unit, Uttar Pradesh)
04:15-05:15	<b>Improving Municipal Services Delivery through Smart Applications</b> (Mr. R.K.Gupta, Former Senior Manager, UPDESCO, Lucknow)
05:15– 05:30	<b>Feedback</b>
05:30– 05:45	<b>Panel Discussion, Certificate Distribution, Summing Up &amp; Close</b>